



*Home of Waterville Valley Resort*

WATERVILLE VALLEY PLANNING BOARD  
Summary of the Minutes for the  
**Regular Planning Board Meeting**  
**Held on Thursday June 8, 2017 at 8:00 am**  
**FINAL**

- **Chairman Terry Waite called the meeting to order at 8:00 am**
- **Roll Call and seating of alternates**
  - Full members in attendance: Chairman Terry Waite, Wendy Rathgeber, John Recine, Nancy Knight, Bill Larsen Ex-Officio
  - Alternate Members in Attendance:
  - Members Absent: Richard Rita, Cindy Piekos
  - Alternate Members Absent:
  - Alternates Seated:
  - Public in Attendance: Tina Koppel (Wig Wag representative), David Dean (Planning/Developing, Waterville Valley Resort), Mark Decoteau
- **Review and Acceptance of Minutes from May 11 , 2017 Meeting**
  - Mr. Larsen made a motion to accept the regular meeting minutes of May 11 , 2017 with amendments.
  - Motion seconded by Ms. Rathgeber
  - Motion carried by unanimous vote
- **PUBLIC HEARING (cont'd from May 2017 meeting)**
  - Skateboard Park (WVSR) ~ 39 Village Road. Continued from May 2017 meeting; David Dean presenting for Waterville Valley Resort.
  - David Dean said the board has letters (easement letters from the abutters) and a plan showing the complete parcel.
  - Mr. Dean said Town Square maintenance would be taking care of the park (maintenance) and doing some landscaping.
  - It was determined there are no prior formal documents granting easements to the skateboard park. Mr. Waite reiterates this is the reason for the letters from the businesses with the formal easement.
  - Mr. Waite asked for plans, or something, that shows the easements. He would like to see the parking spaces under the skateboard to be shown on a plan. Mr. Waite said he would like to go through the letters the board was given to make sure the letters contain what is needed. *He asked Mr. Dean to grant the board permission for an extension on the application; Mr. Dean granted permission for the application extension.*
  - The board reviewed the letters supplied by Waterville Valley Resort. Mr. Waite suggested accepting the letters. Mr. Waite made a motion that the board accept

the letters as part of the application, and to the fact they adequately address the effect on the businesses, with parking affected by the skate park. Mr. Larsen seconded the motion.

- Mr. Waite asked for discussion; there was none.
- The Board voted unanimously in favor of the motion.
- The letters become part of the application and the board accepted them as addressing the parking easement issue.
- Ms. Rathgeber would like the board to address the maintenance/cleanliness of the skate park area. Mr. Waite mentioned to Mr. Dean that Tim Smith was going to submit photos of the area cleaned up. Was anything put together regarding oversight? Mr. Dean said no not really. The resort has cleaned that area up. He is willing to have continued maintenance on the skateboard park. This will be supplied in writing along with current photos
- Landscaping is also addressed. Mr. Larsen said whatever they approve should give the planning board the right to revoke approval if safety/general appearance is not maintained. He would like to see this included with any motion made on the approval.
- **Public hearing is continued to the July 2017 meeting (8:43am)**

○ **OLD BUSINESS**

• **Site Plan Review Regulations Workshop Discussion**

- Discussion was on specifics regarding site plan review and when one is required.
- Several items were discussed. Mr. Waite goes through the items to determine if the board wishes to proceed with the changes.
- In order to make changes a public hearing would be required.
- Better definition of what constitutes a development.
- Performance guarantees requires a definition of the need
- Definition the platting of jurisdiction could be removed.
- Site Plan Regulations generally refer to Subdivision Regulations. The regulations should be stated on each rather than have them refer to each other.
- Many of the definitions conflict with the state definitions. They need to be updated. Mostly time frames (number of days).
- Definition of minor development requires more definition than just the word minor.
- There are duplications that could be removed (subdivision and site plan review).
- Mr. Waite suggested the board take the next step with updating.
- Mr. Waite asked the other board members if they agree they should go ahead with the request to Atty. Steve Whitley to present the list of changes to them at another meeting. The board agrees yes to this item

• **Resident Electronic Participation in meetings**

- Mr. Waite asked Mark Decoteau if he had an opportunity to see what other towns do in regard to this item.
- Mr. Decoteau will look into this. Mr. Waite believes this will require legal advice and should be added to the Rules of Procedure.
- Mr. Larsen said if this is something they are considering it should be emails that are received PRIOR to any public hearing so they can be read into the record.
- Add to agenda for July meeting (electronic participation)

- **NEW BUSINESS**

- Review on Signs (Bill Larsen)
- Mr. Larsen said they cannot cover all of the information in one meeting. He asked for an hour to cover the material at this meeting.
- The sign regulations are relatively restrictive. The Supreme Court passed a ruling that goes against the current regulations as it regulates content on the sign. Sign regulations can be adopted but the message, on the sign, cannot be governed by the regulations (Freedom of Speech).
- Mr. Larsen briefly covered the sign regulations that are in the Zoning Ordinance.
- Signs that are on private property.
  - *The provisions of these regulations shall apply to everything that is on private land in the Town of Waterville Valley.*
- Messages on signs cannot be regulated. The type of sign (size, etc.) can.
- There are two types of signs in the private classification; temporary and permanent.
  - Temporary signs can be up for 14 days; if the intent is for the sign to be displayed longer than that the classification would be permanent. This could be changed. Temporary signs can be renewed once which would make the sign able to be displayed for 28 days.
- Mr. Decoteau said they should include having business signs reflect the "branding" of Waterville Valley. They can't make this be done but it should be encouraged.
- Signs can be restricted based on type of property which is primarily residential. Overall they cannot exceed 3'x3'. One sign allowed with no temporaries. Home decorations could be considered to be exempt.
- Discussion on contractor signs.
- Mr. Larsen reminded the board the printout he shared with them is just a synopsis.

- **COMMITTEE REPORTS**

- Ms. Rathgeber stated the Town Core group had not met that month. There was discussion for the Waterville Valley Association to bring in an administrator to oversee the group. Ms. Rathgeber, Chip Roper and Tom Gross have set up a group to discuss this.
- Discussion on logic behind hiring someone to perform these duties as a paid employee versus continuing to do have it done on a volunteer basis.
- Mr. Larsen said the question is what do they want to have done that isn't getting done already.
- Mr. Waite asked for this item to be added to the July agenda (executive director).

- **COMMUNICATIONS**

- Information from North Country Council.

- **TICKLER FILES**

- Research on lighting
- C1 Density; Shared Parking; Restricted Parking; Extension of Boulder Path
- One meeting/month for public hearing/applications; second work session for other items.

- **Adjournment**

Mr. Larsen made a motion to adjourn the meeting 10:07 am.

Ms. Knight seconded the motion

All in favor

Respectfully submitted,

*Mary Pelchat*

Planning Board Assistant

Waterville Valley Town Office